

Appendix C

CAREER DEVELOPMENT PLAN

GRADE 5/7/9 INTERNS REALTY SPECIALIST/APPRAISERS

FORMAL CLASSROOM	ON-THE-JOB/DEVELOPMENTAL ASSIGNMENT
<p>REALTY SPECIALIST:</p> <p>One or more Prospect Course</p> <ul style="list-style-type: none"> - Planning & Control - Acquisition - Management & Disposal - Appraisal & Leasing - Relocation Assistance <p>Techniques of Negotiation Real Estate Principles & Practices Real Estate Laws</p> <p>APPRAISERS:</p> <ul style="list-style-type: none"> -Appraisal Principles -Appraisal Procedures -Prospect Acquisition Course -Appraisal & Leasing -Standards of Professional Practice -Basic and Advanced Capitalization -Basic Valuation <p>BOTH:</p> <ul style="list-style-type: none"> -Basic Environmental Courses -Effective Communications -Computer Application as appropriate, i.e., -Word Processing - Spreadsheets - Windows - REMIS 	<p>INTERNS:</p> <p>Rotational on the job assignments in all functional areas of Real Estate</p> <p style="text-align: center;">Planning & Control Acquisition Appraisal Management & Disposal</p> <p>PLUS Other organizational elements, i.e., planning, programs/project management, natural resource management as available</p> <p>OFF SITE NON-DUTY HOURS:</p> <ul style="list-style-type: none"> -Real Estate Law (usually available at local colleges/universities/continuing education. - Real Estate Sales (at 5/7 level - offers basic real estate information) - Asset Management - Real Estate Financing

CAREER DEVELOPMENT PLAN

GRADE GS-11 - REALTY SPECIALISTS/APPRAISERS

FORMAL CLASSROOM	FORMAL CLASSROOM	ON THE JOB/ DEVELOPMENTAL
<p>REALTY SPECIALIST:</p> <p>Continue Real Estate Prospect courses listed previously adding:</p> <p>Condemnation</p> <p>Internal ROW Courses (RWA) to include:</p> <p>Principles of Real Estate Acquisition</p> <p>Relocation Assistance</p> <p>Land Title</p> <p>Legal Aspects of Easements</p> <p>Property Descriptions</p> <p>Federal Real Property Leasing</p> <p>Techniques of Negotiating</p> <p>Federal Real Property Leasing</p> <p>Federal Space Management Policies & Procedures</p> <p>It is recommended that Realty Specialist at the GS-11 level take Appraisal Principles and Procedures</p> <p>Basic Project Mgmt Training</p>	<p>APPRAISERS:</p> <p>Narrative Report Writing</p> <ul style="list-style-type: none"> - Eminent Domain - Real Estate Acquisition - Advanced Rural Appraisal - Advanced Rural Case Studies (as mission requires) - Case Studies in Pre-Valuation - Standards of Professional Practice - Appraising easements - Natural Resources Valuation 	<ul style="list-style-type: none"> - Participate in Professional Societies - Professional Registration Assignments between functional areas of real estate recommended - Serves as Acting Section Chief or Team Leader on intermittent basis. - Participate in local formal leadership programs ("Bridge to Leadership") which require an established number of non-duty hours of self study. <hr/> <p>BOTH:</p> <ul style="list-style-type: none"> - Environmental Laws & Regulations - Presentation or Briefing Skills - Report Writing or Technical Writing - LEAD (Leadership, Education & Development) - Middle Management Institute - Basic Contracting Course

CAREER DEVELOPMENT PLAN

GRADE GS-12- REALTY SPECIALIST/APPRAISERS

FORMAL CLASSROOM	FORMAL CLASSROOM	ON THE JOB/ DEVELOPMENTAL
REALTY SPECIALIST Continues technical course listed at GS-11 level, as appropriate Courses offered by: -Prospect Courses -IRWA Courses -Management Concepts -etc. Federal Real Property lease Law	APPRAISAL Continue technical course listed at GS-11 level, as appropriate Courses offered by: -Case Studies - IRWA Courses -etc. - Advanced Ranch Appraisal - Advanced Appraisal Review (as mission requires)	Professional Registration Participation in Professional Societies Experience in Planning, Programming, and Budget Development Supervisory experience (generally at section levels) or serving as a senior realty specialist or Team Leader Serve as Acting Branch Chief on intermittent basis Detail to Division or HQUSACE CREST participation (optional) Required continuing appraisal education to maintain state certification
BOTH: - Seminar for New Managers - Middle Management Institute - Environmental Training - Supervision & Group Performance - Communications Skills - Quality Management - Continued Contracting Courses - Computer Applications - Presentation/Briefing Skills - Army Management Staff College		

CAREER DEVELOPMENT PLAN

GRADE GS-13- REALTY SPECIALIST/APPRAISERS

FORMAL CLASSROOM	FORMAL CLASSROOM	ON THE JOB/ DEVELOPMENTAL
REALTY SPECIALIST - Technical refresher course Of all kinds as needed	APPRAISER - Real Estate Investment Analysis - Quantitative Methods	- Participation in Professional Societies - Professional Registration - Supervisory experience of Branch level - Serve as Deputy Chief or Acting Chief on intermittent basis - Staff Technician at Division or HQ level - CREST participation (optional)
BOTH: - Personnel Management for Executives - Personnel Management for Executives II - Management Development Seminar - Environmental Policy Issues - Army Management Staff College - Organization Leadership for Executives		

CAREER DEVELOPMENT PLAN

GRADE GS-14/15 - REALTY SPECIALISTS/OFFICERS/APPRAISERS

FORMAL CLASSROOM	ON THE JOB/DEVELOPMENTAL
<p>Technical//Functional Training as needed</p> <p>PME II</p> <p>Organizational Leadership for Executives</p> <p>Executive Development Seminar</p> <p>Natural Resource Seminar</p> <p>Managerial Competencies</p>	<p>Real Estate Chief at District Level</p> <p>Functional Branch Chief at Division or HQ level</p> <p>Functional section chief or real estate program manager at HQ level</p> <p>Professional Registration</p> <p>Participation in Professional Studies</p> <p>Serve in non-real estate leadership positions</p>